



TORRES STRAIT ISLAND REGIONAL COUNCIL

POSITION DESCRIPTION

Title:	ENVIRONMENTAL HEALTH WORKER – IDENTIFIED
Instrument:	<i>Torres Strait Island Regional Council Certified Agreement 2021</i>
Stream:	General Stream, Administrative, Technical, Community Service, Supervisory and Managerial (other than Indigenous Councils) Group (Level 3, Wage Level 9 – Level 10)
Status:	Full Time, Fixed Term until 30/06/2027
Department:	Community Services
Reports to:	Senior Environmental Health Worker
Location:	TSIRC Division 8, Hammond Island

WHAT YOU NEED TO KNOW ABOUT APPLYING FOR THE POSITION

Applications close Friday, 10 May 2024

To apply for this role: Please apply directly to: <http://www.tsirc.qld.gov.au/> and click “Work for Us” and then “Vacancies”. Click on the interested position and follow the prompts.

Please submit:

- *A cover letter no more than two (2) pages and an updated resume.*
- *Address in your cover letter how your knowledge, skills, experience, personal attributes and qualifications are most relevant to the position.*

Applicants who do not address these requirements will not be considered for shortlisting.

KEY RESPONSIBILITIES

- Divisional delivery of the Public Health Program within the Councils Operation Plan
- Monitor, identify and provide the appropriate response to environmental health issues within the community.
- Provide awareness and education of environmental health matters with the community.
- Develop a cooperative working relationship with TSIRC staff.
- Be responsible for, and provide service to, the public on environmental health and animal management matters within community.
- Liaise with other stakeholders including community residents, local health workers and professionals, veterinary services, other Environmental Health Worker (EHW), Rangers and Police.

KEY TASKS

Environmental Health Management

- Undertake routine inspections, investigations, surveys, enquiries and other assigned tasks relative to environmental health infrastructure and enforcement of relevant legislation and local laws.
- Undertake the duties of an Authorised Person under the Local Government Act and other relevant legislation including but not limited to the Biosecurity Act 2014, Food Act 2006, Pest Management Act 2001 and Animal Management (Cats and Dogs) Act 2008 for the jurisdiction.
- Provide assistance with the preparation of written reports as an Authorised Person in accordance with Council's policies and procedures.
- Develop and implement a work plan that identifies a schedule of on-going duties to be performed throughout the year.
- Provide assistance with the preparation of timely and appropriate reports on activities with recommendations including environmental health complaints and enquiries from the community.
- Contribute to the implementation of Council's domestic and feral animal management plan.
- Provide monthly updates on activities and tasks
- Encourage community participation in addressing and promoting environmental health.
- Deliver, or participate in, the development of health education programs that relate to the environmental health issues throughout the community.
- Participate in community consultation and planning with regard to the provision of environmental health services and appropriate community infrastructure e.g., Housing, water, and waste disposal for healthy environment at the divisional level.
- Other tasks as directed by the Senior Environmental Health Officer.

General

- Participate in special projects and perform any other duties as required.
- Comply with TSIRC health and safety policies and procedures.
- Ensure safe work practices and a safe work environment is maintained at all times.
- Model a positive culture by living the organisational values through actions and behaviours.
- Maintain and/or extend knowledge and skill base required for effective performance.

- Maintain productive working relationships and provide team support.
- Participate in own performance review and identify learning/development needs.
- Negotiate with line manager to complete appropriate education and training.

SKILLS / QUALIFICATIONS

Essential

- Sound knowledge of relevant legislation. This includes but is not limited to Health Act, Food Act, Environmental Protection Act and local laws.
- Understanding of local laws, the relevant acts pertaining to environmental health and cultural protocols within communities.
- Possess an unrestricted Class “C” Queensland Drivers Licence.
- Developed oral and written communication skills as well as skills in negotiation, coordination, problem solving.

Desirable

- Certificate III Indigenous Environmental Health or Certificate III Animal Control and Regulation or equivalent highly desirable.
- A knowledge and understanding of languages specific to the Torres Strait including: Meriam Mer, Kala Lagaw Ya, and Creole would be highly desirable.

OTHER CONDITIONS / REQUIREMENTS

Occasional travel to the Torres Strait Islands is a requirement of this position.

The preferred applicant may be required to apply for a National Police Certificate before appointment.

TSIRC employees may be required to have immunisations as a control measure against infectious disease if there is a requirement to travel.

The employee shall comply with relevant WHS legislation, Codes of Practice and Council's Workplace Health and Safety Management System.

Where the health and safety requirements of your duties are identified as high risk those tasks will be allocated according to your capability & level of training.

The position may involve and is not limited to the following physical capabilities: a) possible use of handheld power tools, b) lifting, c) kneeling, d) sitting, e) squatting, f) bending, g) reaching, h) repetitive movements and i) exposure to working at heights and confined spaces.

The position involves working in temperature extremes and exposure to outdoor elements whilst conducting field work, audits, etc.

The employee is expected to carry out their duties in accordance with the relevant legislation and Council policies including but not limited to:

- a. workplace health and safety
- b. anti-discrimination
- c. equal employment opportunity
- d. confidentiality
- e. local government principles
- f. Ailan Kastom
- g. The Council visions and values listed on the next page

OUR VISION & VALUES

“ For our Community and Council to be Autonomous, Prosperous and Sustainable ”

Value & Value Statement	Desired Behaviours
 <p>ONE We are one team who achieves together.</p>	<ul style="list-style-type: none"> • We show care for people and look out for each other. • We speak up and support others to be safe and healthy. • We respectfully address behaviours that conflict with Council's values. • We create positive unity within our organisation, our communities and our region.
 <p>RESPECT We have respect for each other and the communities we serve.</p>	<ul style="list-style-type: none"> • We respect and recognise Ailan Kastom. • We are open and collaborative, valuing clear community engagement. • We recognise and respect diversity, individual needs, experience and strengths.
 <p>ACCOUNTABILITY We are accountable and responsive to our communities.</p>	<ul style="list-style-type: none"> • We take pride in our work and pursue a standard of service excellence, doing more with less. • We consistently strive for transparency and good governance to the benefit of public interest. • We are reliable, honest and ethical in all we do.
 <p>COURAGE We are courageous leaders, who think innovatively.</p>	<ul style="list-style-type: none"> • We encourage, value and reward creative thinking. • We respect and explore different ideas and perspectives. • We embrace change and actively promote Council's vision.
 <p>RESILIENCE We are builders of a sustainable and resilient region.</p>	<ul style="list-style-type: none"> • We actively seek opportunities to continuously improve and bring growth to our region. • We think globally, act regionally. • We empower our people and communities; embracing local opportunity and participation.